



James City County
Request for Proposal #19-13729
FOIA Request Software Solution

Date: February 13, 2019

ADDENDUM NO. 1

This Addendum is to provide answers to questions regarding the above named Request for Proposal document.

Please contact Jessica Yost, email: Jessica.yost@jamescitycountyva.gov, if you have any questions regarding this Addendum.

The above referenced RFP is hereby amended and clarified as follows:

The following modifications, additions, and deletions are *hereby incorporated into the contract documents*.

QUESTIONS

1. In item #10 RFP is asking for 2 independently configured portals. Are you looking to actually have two webpages or the ability to route the requests to two different locations?

Answer: Ability to route the request to two different locations; for example to Police/Public Safety or to the remaining departments (general requests).

2. In Section 1.6.4 RFP mentions for the County an additional 10 to 15 coordinators from other departments that will need access to the workflow. Are these coordinators gathering documents or actually processing the documents?

Answer: The coordinators would be people who can see the request that is related to their department, upload the documents, and potentially respond. In short, requests pertaining to their department only=the coordinator would process. More complex requests including multiple departments=the coordinator would gather documents on their end and send to FOIA officer for processing.

3. What identity management system or systems will be used for this project? Where is it hosted? Does the county have identity federation? If there are multiple identity stores, does a domain trust exist?

Answer: We are an Active Directory domain, on premises only. We do not use FIM.

4. Does the County use Office 365?

Answer: No.

5. Are Multi languages user interface in scope?

Answer: Yes

6. Does county payment site provide API/Service to integrate the solution? What are the protocols or interfaces used for it? Any Document?

Answer: No

7. We need to know the high level architecture of County network?

Answer: A single domain, a single subnet.

8. Does County have same domain/network across the entire departments?

Answer: Yes.

This Addendum 1 is incorporated into the RFP Documents and will be made part of the permanent file.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.